**20 July 2025**

**From,**

Rajesh Sharma

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Lalganj, Patna – 800001

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**To,**

Mr. Amit Verma

HR Manager

TechNova Solutions Pvt. Ltd.

2nd Floor, Corporate Tower

Fraser Road, Patna – 800001

Subject: Resignation from My Position

Dear Mr. Verma,

I am writing to formally resign from my position as ***Senior Software Developer*** at **TechNova Solutions Pvt. Ltd.**, effective **20 August 2025**, in accordance with my one-month notice period.

This decision has not been easy, but after careful consideration of my career goals and personal circumstances, I believe it is the right time to move on. I want to express my sincere gratitude for the opportunities, guidance, and support I have received during my tenure at TechNova. It has been a truly enriching and rewarding experience to be part of your team.

I will do my best to ensure a smooth and seamless transition of my responsibilities. Please let me know how I can assist during this period.

Thank you once again for the opportunity to work with TechNova. I look forward to staying in touch and wish the company continues success.

Warm regards,

Rajesh Sharma